

TWON OF CHATHAM
488 State Route 295
Chatham, New York 12037

TOWN BOARD MEETING MINUTES
February 20, 2020
6:30 PM

PRESENT

Supervisor Donal Collins, Councilmembers Vance Pitkin, Abi Mesick, John Wapner, Kevin Weldon, Town Clerk Beth Anne Rippel, Highway Superintendent Joe Rickert, Tammy Shaw
Tal Rappleyea, CC Sheriff, 1st Sergeant Louis Bray
AND community members

Supervisor Collins called the meeting to order, led the pledge to the flag and followed with a moment of silence in memory of John Hanna, a former member of the Planning Board and former Town Comptroller Earle Kelsey.

PRESENTATION Columbia County Sherriff 1st Sergeant Louis Bray on was on hand to explain to the Board the Enhanced Enforcement Patrol. EEP is by an agreement between the CC Sheriff and the Town of Chatham for extra patrols mainly focusing on V&T. Locations for patrols is at the discretion of the Supervisor and can depend upon complaints received regarding “problem” areas within the Town. The Town is charged for the officer at his/her hourly rate of pay. In the case of the EEP officer this usually means that this duty is OT for them at their overtime rate. It has been difficult to determine if this Program is cash neutral since tracking tickets written during EEP shifts can extend over the course of many months. The Town may enter into the agreement but if they wish not to utilize the service it doesn’t cost them a thing and they can discontinue it at any time. Bray stated that statistics show that there are more tickets written on EEP shifts but they don’t have a dollar amount since that is fixed by the judges.

PUBLIC COMMENT STATEMENT read by Supervisor Collins.

PUBLIC COMMENT

K. McGraw asked why minutes aren’t posted on the website. It was explained that minutes are approved by the Board at the next month’s regular meeting so they’re a month behind. McGraw suggested that the drafts be posted on the website.

Gene Gierka - Course liaison for DisCap addressed the Board explaining the proposal they’ve brought forward. It includes course maintenance and the cost, fundraising and expansion of the course. The full report is on file.

Old Chatham resident is concerned about speeding and wants a speed reduction on Albany Turnpike.

Mesick invited her to attend the upcoming hamlet meeting.

Rickert said that they can't post anything lower than 30MPH unless it's in a school zone. He'll review the signage in the area and speak to the Sheriff about stepping up patrol. If we want a traffic study done then the Town will have to pay for it.

Carole Moore is disappointed to find that minutes are not posted on the website. Moore is new to the area and minutes from recent meetings would be helpful in getting to know what's been going on.

CORRESPONDENCE

1. North Chatham Library Re: Funding increase

NCL is asking for an additional \$35,000. They will present to the Board in March.

2. Wes Powell Re: Retirement/Dog Control Position

3. Omana Akarume Re: Resignation/Town Court

SUB-COMMITTEE REPORTS

1. Report by Councilman Wapner and Councilman Weldon: Park & Recreation Committee.

The pavilion project is currently over budget so they're considering a redesign to cut costs. . It's evident that the Town can't sustain recreation with current funding. West said that they've run the summer program without the pavilion and they can do it again. Collins said that Rickert had agreed to do the prep work when the first set of bids went out but when the second bids went out it changes the timeline which now interferes with the Highway Department schedule. This additional cost was not figured into the original price of the pavilion project. Tim Mackerer asked about the scope of the project and Rickert said it would be at least 20 days' worth of excavation work.

2. Report by Supervisor Collins: Citizens Finance & Planning Committee.

They are considering a seminar type event to explain how budgets are made.

3. Report by Councilman Weldon: Climate Smart/Action Task Force Committee.

Weldon reported that they met at the highway garage to discuss a resolution to the problems they are experiencing with the newly installed heating system. They are creating Recycling sub-committee.

They'll also be working on replacing street light bulbs with LED ones.

4. Report by Councilwoman Mesick: Communications Committee.

Shaw has been working on the Town's FB page and it's up and running. They've developed guidelines for communications and posting. They're looking into a recording device so meeting can be posted to Youtube.

5. Report by Councilwoman Mesick: Comprehensive Plan Update Review Committee.

They're focusing on prep for the upcoming hamlets meetings to begin in March.

REPORTS - On File

1. Assessor

2. Code Enforcement/Building Inspector

3. Dog Control – no report

4. Environmental Management Council – no report

5. Finance Department

6. Highway Department – Bid opening is on March 17 for the Albany Turnpike project. Rickert stated that DOT is no-longer going to install the blinking light on State Route 295 as they had originally planned to do. As per Rickert, the Town never requested the light. He'll look into this decision further.

7. Justice Court

8. Office of the Aging Advisory Board – no report

9. Recreation Director

10. Supervisor's Report

11. Town Clerk – in continuing with the ongoing restoration project we've had a 1795-1832 book of *Town Records* and 1804-1827 *Book of Voters* restored. Grant funding will be explored to help offset some of the cost of the preservation project in 2021.

K.I.S.S. will once again be in the town hall from March 16-the 28th during regular town hall business hours.

NEW BUSINESS

1. Pitkin Replace Mesick as Planning/Zoning Liaison

2. North Chatham Library

3. CAP Co-Chair (Staron, Corsun)

4. Grant Protocol/Committee – Mesick would like a central spot for grants to be discussed. It's important that everyone is aware of what other groups are applying for and the progress of those grants. Follow-through on grants is important as is wrapping things up in the end.

OLD BUSINESS

1. Town Attorney/RFP – Rappleyea was the only one to submit a proposal.

2. Fiber Optics at Town Hall (update) – the Town will go with Consolidated for phone/internet service.

3. Highway Heating System – there are "performance issues"

4. Enhanced Enforcement Patrol (contract renewal 3/1/2020)

5. Crellin Park Pavilion Project

6. Children's Garden: Instructor & Director Position (Funding/Insured)

7. Flip Chart for CPURC & Others

8. SSTR Draft – will be discussed at length at the workshop meeting on March. Rappleyea said that at tonight's meeting the Board needs to begin SQRA part 1 which identifies the lead agency and then it can go the County PB.

9. Special Use Permit to PB

10. PB & ZBA Alternate Roll – the alternates will be used for recusal purposes only.

RESOLUTIONS

1. **Resolution 53-2020** To Approve Renewal of Enhanced Enforcement Patrol Contract

(Tabled on 1/16/2020)

WHEREAS, at a Town Board Meeting on July 21, 2016, the Town Board of the Town of Chatham approved the Town of Chatham's participation in the Columbia County Sheriff's Enhanced Enforcement Patrol Program, and NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Chatham does

hereby authorize the Town Supervisor to sign a contract with the Columbia County Sheriff's Department to continue the program for March 1, 2020 to February 28, 2021.

Motion Made by Weldon, Seconded by Pitkin.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** None Resolution adopted

2. Resolution 59-2020: To accept Dog Control Officer's Retirement & to advertise for position.

WHEREAS, Town Employee Wes Powell submitted his letter of retirement to the Town Clerk on February 12, 2020 from the position of Dog Control Officer, and WHEREAS, employee Wes Powell has made retirement effective April 1, 2020, last day of work March 31, 2020, and THEREFORE, be it resolved that the Chatham Town Board accepts the retirement resignation letter from Wes Powell effective April 1, 2020 and authorizes the Town Clerk to advertise for the position vacancy.

Motion Made by Wapner, Seconded by Mesick.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** None Resolution adopted

3. Resolution 60-2020: To accept Resignation from PT Clerk to Justice Court.

WHEREAS, Town employee Omana Akarame, submitted his letter of resignation to the Justice on January 29, 2020 from the position of PT Clerk to the Justice Court, and WHEREAS, employee Omana Akarame has made his resignation effective February 13, 2020, last day of work being February 12, 2020, and THEREFORE, be it resolved that the Chatham Town Board accepts the resignation letter from Omana Akarame effective February 13, 2020. Motion Made by Pitkin, Seconded by Wapner.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** None Resolution adopted

4. Resolution 61-2020: To appoint new PT Clerk to Justice Court.

WHEREAS, the Part-time Clerk to Justice Court position at (19) hours per week has become vacant effective February 13, 2020 and has resulted in the need to fill the position, and WHEREAS, the Justice Court advertised and interviewed for said position, and THEREFORE BE IT RESOLVED, the Chatham Town Board appoints Jennifer Bopp, on a six-month provisional appointment, effective March 9, 2020, as the part-time Clerk to Justice Court position, (19) hours per week at \$15.00 per hour.

Motion Made by Weldon, Seconded by Pitkin.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** None Resolution adopted

5. Resolution 62-2020: To name Town Attorney.

WHEREAS, the Town of Chatham advertised for Attorney services for the Town of Chatham on February 3, 2020, and WHEREAS, the Town of Chatham received (one) RFP for said position, and WHEREAS, the Town Board appoints Tal Rappleyea, ESQ. to represent the Town of Chatham as the Town Attorney, and WHEREAS, the Town agrees to pay Tal Rappleyea, ESQ. an hourly rate of \$125.00 per hour, and a monthly Retainer rate of \$833.33 which will be a term from February 21, 2020 to December 31, 2020, and NOW THEREFORE, BE IT RESOLVED, that the Chatham Town Board accepts the price(s) quoted in Tal

Rappleyea, ESQ. Letter of Engagement dated February 20, 2020 at \$125.00 per hour and a Retainer of \$833.33 per month, and FURTHERMORE, the Town Board authorizes the Supervisor to sign the Letter of Engagement dated February 20, 2020.

Motion Made by Mesick, Seconded by Pitkin.

VOTE

AYE: Collins, Pitkin, Mesick, Weldon **NAY:** Wapner Resolution adopted

6. Resolution 63-2020: to authorize funding for Director and Instructor positions for Chatham Children's Garden

WHEREAS, registration fees for the Chatham Children's Garden and a donation from Chatham Area Recreation Program (CARP) will fund a Director position and Instructor position for the Chatham Children's Garden, and WHEREAS, the total number of hours to be funded for the Director position in 2020 are 200 hours at \$20 per hour, equaling \$4,000, working no more than 19-hours per week, and WHEREAS, the total number of hours to be funded for the Instructor position in 2020 are 140 hours at \$20 per hour, equaling \$2,800, working no more than 19-hours per week, and WHEREAS, the amount collected in the Chatham Children's Garden registration fees will be used toward the above payroll and CARP will then fund the balance needed for said payroll and for the Town's share of Social Security in the sum of \$520.00, NOW, THEREFORE, BE IT RESOLVED, CARP will fund all payroll and Town's share of Social Security for the position of Director and Instructor for the Chatham Children's Garden using the expenditure line of A7140.132 for the position of "Children's Garden - Director" at the amount of \$4000.00 and using the expenditure line of A7140.131 titled "Children's Garden - Instructor" at the amount of \$2800, and BE IT FURTHER RESOLVED, to show two lines for Revenue A2705 and use a sub line: A2705: Gifts and Donations and A2705.1: Gifts and Donations-Carp .

Motion Made by Weldon, Seconded by Wapner.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

7. Resolution 64-2020: To authorize Supervisor to sign agreement between the Town of Chatham and the Ghent-Chatham Area Senior Citizens Club.

WHEREAS, the Town of Chatham wishes to continue in the promotion of senior citizens activities in the Ghent/Chatham area, and WHEREAS, the Town Board has authorized payments in the past to the Ghent/Chatham Senior Citizen Club, and WHEREAS, the Town Board shall continue to make payments to the club reimbursing its cost not to exceed \$2500.00 upon presentation of vouchers for the year 2020 and a certificate of insurance shall be provided to the Town of Chatham naming the Town as additional insured, and NOW, THEREFORE, BE IT RESOLVED, the Town Board authorizes the Supervisor to sign the agreement between the Town and the Ghent/Chatham Senior Citizens Club for 2020.

Motion Made by Mesick, Seconded by Collins.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

8. Resolution 65-2020: To authorize the Town Clerk to attend the NYSTCA Annual Conference.

WHEREAS, the Town Clerk annually attends the NYSTCA Conference, and NOW, THEREFORE, BE IT

RESOLVED, the town Board authorizes Beth Anne Rippel, Town Clerk to attend the 2020 NYSTCA conference to be held at the Desmond Hotel in Albany, New York from April 26, 2020 through April 29, 2020, at a cost not to exceed \$1200.00 as budgeted.

Motion Made by Wapner, Seconded by Weldon.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

9. Resolution 66-2020: To Authorize Purchase of Flip Charts for Town Use

WHEREAS, the Town Board has agreed that two Flip Chart Easels would be valuable to the Town for presentations to the Public, and WHEREAS, a price quote has been received in the amount of \$174.91 each, and NOW, THEREFORE, BE IT RESOLVED, the Chatham Town Board authorizes a 2020 Budget Appropriation from the Fund A Contingency account (A1990.4) to transfer to the Central Operations Equipment account (A1620.2) to pay for two Flip Chart Easels from Staples in the total amount not to exceed \$350.00.

Motion Made by Mesick, Seconded by Weldon.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

10. Resolution 67-2020: To accept resignation of CAP Chair & to appoint new co-chairs.

WHEREAS, the Town Board established a Chatham Agricultural Partnership Committee, and WHEREAS, the Town Board accepts the resignation of Mary Gail Biebel as Chairperson, and THEREFORE, BE IT RESOLVED that the Town Board accepts the resignation of Mary Gail Biebel as Chairperson and appoints Donna Staron and Henry Corsun as Co-Chairs for the Chatham Agricultural Partnership Committee effective immediately.

Motion Made by Pitkin, Seconded by Collins.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

11. Resolution 68-2020: To appoint Councilman Pitkin as liaison for Planning & Zoning.

WHEREAS, the Supervisor appointed Councilwoman Abi Mesick and Councilman John Wapner as liaisons for the Town Board Planning & Zoning Committee at the January 2, 2020 Organizational Meeting, and WHEREAS, the Supervisor accepts resignation of Councilwoman Abi Mesick as a liaison for the Planning & Zoning Committee, and THEREFORE, BE IT RESOLVED that the Supervisor appoints Councilman Vance Pitkin as co-liaison with Councilman John Wapner for Planning & Zoning effective immediately.

Motion Made by Pitkin, Seconded by Wapner.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

12. Resolution 69-2020: To accept the Town Accountant's Financial Supervisor's Report.

Motion made by Mesick, Seconded by Weldon.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

13. **Resolution 70-2020:** To accept the Financial Abstract as presented to pay the Town bills.
Motion made by Pitkin, Seconded by Collins.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

14. **Resolution 71-2020:** To approve minutes of Town Board Meeting January 2, 2020 and January 16, 2020.

Motion made by Weldon, Seconded by Collins.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

15. **Resolution 72-2020** To approve Bonding of Highway Equipment

WHEREAS, the Superintendent of Highways is requesting to purchase Highway Equipment with a 2020 10-yr Bond Note with a low interest rate currently at (2.19%), and WHEREAS, the Superintendent of Highways is requesting permission to purchase the following Highway equipment:

(1) CAT CB36B Double Drum Asphalt Roller under Sourcewell Contract for \$63,910.00

(1) CAT 140 JOY AWD Motor Grader under NYS/OGS/NJPA Contract for \$294,861.00

Total: \$358,771.00

THEREFORE, BE IT RESOLVED, the Chatham Town Board authorizes the purchase of said equipment in 2020 and authorizes the purchase with a 2020 10-Yr. BOND Note at 2.19% interest rate and not to exceed Three hundred Sixty Thousand Dollars (\$360,000).

Motion made by Collins, Seconded by Mesick.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

16. **Resolution 73-2020** To accept resignation & appoint Co-Chairs of Climate Smart Committee

WHEREAS, the Town Board established a Climate Smart Committee, and WHEREAS, the Town Board accepts the resignation of Councilwoman Abi Mesick as Co-Chair, and THEREFORE, BE IT RESOLVED that the Town Board accepts the resignation of Abi Mesick, Co-Chairperson and appoints Vance Pitkin as Co-Chair with Councilman Kevin Weldon, effective immediately.

Motion made by Mesick, seconded by Wapner .

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon **NAY:** Resolution adopted

The following motion was made by Pitkin:

“Whereas, the Town of Chatham proposes to enact certain legislation relating to the regulation of short term rentals for which a SEQRA review must be performed; and

Whereas, in order to proceed a Lead Agency for such review must be appointed and the Town Board is the most appropriate body to do so. Now Therefore it is hereby moved that the Town Board of the Town of Chatham shall be and hereby is appointed as the Lead Agency for the SEQRA Review in relation to the enactment of a local law regulating short term rentals.”

to assign the Town of Chatham as lead agency in the SEQRA process for Standard Short Term Rental law. Mesick seconded the motion.

VOTE

Aye: Collins, Pitkin, Mesick, Weldon NAY: Wapner Motion carried

PUBLIC COMMENT

Carol Moore had questions about STR

Cindy Bobseine likes the tone of the meetings. It seems that the STRs local law is moving very quickly and she feels that there’s a rush to just get something on the books.

Rappleyea explained SEQRA, State Environmental Quality Review Act and the Boards responsibility as lead agency. The proposed SSRT law will ultimately modify zoning, thus requiring, under State law, taking all the necessary steps to become a law. The determination will be made as to whether or not the LL will have significant negative environmental impacts. Why a local law? It’s the only way to change anything and this has been before the Board for quite some time. The Town has a responsibility to put STR on legal standing since there currently is nothing on the books as it relates to Short Term Rentals.

Mesick stated that this is just the beginning. We are going to make STRs legal and the LL will give us some control over them.

C. Bobseine is concerned about the proposed law when the Comprehensive Plan has not been revised yet.

Motion was made by Weldon seconded by Pitkin to adjourn at 9:20PM. Motion carried.

Respectfully submitted by,
Beth Anne Rippel, RMC
Town Clerk/Tax Collector